

Marine Safety Office Houston - Galveston  
Marine Safety Unit Galveston  
Vessel Traffic Service Houston

## Port Security Information Bulletin

**PSIB 29-03**

**Security Incident Reporting**

**December 24, 2003**

Port Security depends on individual organizational security efforts as well as community security efforts. All members of the maritime community are requested to be vigilant to activities that may affect the security of the Port or maritime transportation security. There are requirements in place for reporting to the proper authorities breaches of security, or suspicious activities that may result in a transportation security incident (TSI). A TSI is any security incident resulting in a significant loss of life, environmental damage, transportation system disruption, or economic disruption in a particular area. These requirements are outlined in 33 CFR 101.305. Owners or operators required to have a security plan under 33 CFR Parts 104, 105 or 106 are *required*, and all other parties are encouraged, to report suspicious activities, breaches of security and transportation security incidents to the National Response Center via the following methods:

**Phone:** Toll Free 1-800-424-8802

**E-mail:** [lst-nrcinfo@comdt.uscg.mil](mailto:lst-nrcinfo@comdt.uscg.mil)

Direct 1-202-267-2675

**Fax:** 1-202-267-2165

**TDD** 1-202-267-4477

Under 33 CFR Subchapter H (Maritime Security) and the International Ship and Port Facility Security Code (ISPS), security measures must be in place to ensure vessel/facility security. Breaches of security are deemed to have occurred whenever security measures have been circumvented, eluded, or violated. Breaches of security and activities that may lead to a TSI include, but are not limited to: unauthorized individuals in restricted areas, stowaways coming aboard the vessel; acts of or attempted acts of sabotage, theft, or attack; crewmembers deserting the vessel or departing the vessel at unauthorized times.

Pursuant to 33 CFR 104 vessel owners and operators must ensure that vessel access is controlled. Vessel access is not controlled when crewman abscond/desert a vessel, or when individuals surreptitiously board/stowaway on a vessel. The purpose behind these actions is not often known, and in the case of absconders/deserters, their location and intentions are unknown. Consequently, these clandestine acts are considered a breach of security. These types of breaches of security could also be considered a suspicious activity, both of which are to be immediately reported as required by 33 CFR 101.305. Local notifications should be made to the U.S. Coast Guard, (713) 671-5100, and Bureau of Customs and Border Protection, (713) 675-7982. Additional recommended procedures are outlined below:

The Masters of all vessels engaged in foreign commerce should conduct a crew check before getting underway to determine that all individuals on the crew list are present and/or accounted for. If a crewman is determined to be missing the Master shall immediately make the notifications noted above. Such a vessel will not be permitted to get underway until the U.S. Coast Guard can verify that the vessel meets all safe manning requirements per SOLAS Chapter V, Regulation 13 (a-b). Watchkeeping arrangements and principles are required to be adhered to as outlined by STCW 95 Conference Regulation VIII/2. If these requirements are not met, the vessel will be detained in port until safe manning requirements are satisfied.

The Masters of all vessels should confirm before entry into the territorial waters of the U.S., that there are no individuals onboard other than those listed on the Advance Notice of Arrival submitted under 33 CFR 160.206. Should stowaways be discovered aboard any vessel, the stowaways must be detained on board and properly cared for until proper authorities take the individuals into custody.

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